

PALM BEACH COUNTY LIBRARY ADVISORY BOARD

Meeting of January 19, 1971

AGENDA

Call to Order

Roll Call

Minutes

Reports and Correspondence

Old Business:

1. In-service training personnel, Resolution No. 79
2. Tax Statements, Resolution No. 80
3. State and Federal Aid, Resolution No. 81
4. SB 11

New Business:

1. New Positions, Resolution No. 82
2. New Equipment, Resolution No. 83
3. Municipal Contracts
4. Librarians and Trustees Association of the
Palm Beach County Library System
5. Palm Beach Gardens

Adjournment

PALM BEACH COUNTY LIBRARY ADVISORY BOARD
Minutes of Meeting on January 19, 1971

CALL TO ORDER: The regular meeting of the Palm Beach County Library Advisory Board was called to order by the Chairman, Mr. Herbert L. Gildan, at 8:00 p.m. on Tuesday, January 19, 1971, at the Library Headquarters in Building S862, Palm Beach International Airport, West Palm Beach, Florida.

PRESENT: A quorum was duly declared with the following members in attendance: Mr. Herbert L. Gildan, Chairman, Mrs. W. E. Eckler, Mr. Homer Hand, Mrs. Lawrence R. Leviton, Mrs. Joseph R. Orsenigo, Mrs. Alan S. Rush, Mr. Paul Speicher, Mr. Alfred Weeks, and Mrs. Arlene Marcleay who was being appointed to serve out the unexpired term of a member from District 1. Her appointment was scheduled to be confirmed at the regular meeting of the Board of County Commissioners on the following Tuesday.

Also in attendance was Miss Florence E. Biller, Library Director.

ABSENT: Those who did not attend the meeting were: Mr. Russell O. Anderson, Mrs. Shirley Kohl, Mr. Robert Stevens, and Mrs. Charles Taffel.

MINUTES: There being no corrections or amendments to the minutes, they were approved as written and mailed to the membership.

REPORTS: The Chairman of the Board reported that Dr. Clarence L. Crawford had resigned as a member of the County Library Advisory Board, and that the Commissioner from the appropriate district had been so notified of the resignation.

I Mrs. Eckler and Miss Biller reported on a meeting they had attended in
T Ocean Ridge in connection with the County Library service.

A OLD BUSINESS:
P CONSULTANT
G SERVICES: Miss Biller recommended the adoption of Resolution No. 79, requesting that the Board of County Commissioners approve the retention of special consultant services on a fee basis of not more than \$150 a day plus the cost of transportation but no subsistence. Mrs. Eckler made a motion that Resolution No. 79 be adopted. Mrs. Rush seconded the motion. After discussion, the motion carried unanimously.

A TAX STATEMENTS: Mr. Speicher made a motion that Resolution No. 80, requesting that the Palm Beach County Property Tax Statements be so designed as to show the library tax in the same manner as municipal taxes, be adopted and sent to the County Tax Assessor, the County Tax Collector, and the Manager of the Data Processing Department. Mrs. Eckler seconded the motion, and after some discussion the motion carried unanimously.

FEDERAL
TITLE I GRANT: The Library Director reported on the status of the Federal application for \$100,000 for a program for the economically disadvantaged in Palm Beach County. Mr. Hand made a motion that Resolution No. 81, recommending to the Board of County Commissioners that an amended application and agreement covering a grant of \$20,000 be approved and executed, be adopted. Mrs. Leviton seconded the motion, and following discussion the motion carried unanimously.

SB 11: Senate Bill 11, which was prefiled by Senator Thomas, to provide for capital outlay reserve funds for County libraries, was discussed. Mr. Speicher made a motion that the Chairman of the Board write to Senator Thomas and request that the bill be amended to provide that such funds be spent within a period of five years or revert to the County

NEW EQUIPMENT:

The Library Director recommended that Resolution No. 83, itemizing new equipment purchases that are required to carry out the added programs made possible by the receipt of State and Federal funds, be adopted. Mr. Speicher made a motion that Resolution No. 83 be adopted. Mr. Weeks seconded the motion, and following discussion, the motion carried unanimously.

MUNICIPAL CONTRACTS:

The addition of the following provision to the contracts with member municipal libraries for the forthcoming year was presented:

"During the period of this contract, the City shall provide physical facilities used exclusively for public library service with space for reference and reader use by persons of various age groups, and keep its library open for a minimum of forty hours per week with paid personnel on duty during all such hours and whose time is devoted exclusively to library service. During said period, the City shall appropriate and spend from the City budget a minimum sum equal to One and 50/100 Dollars (\$1.50) per person for all persons residing within the limits of the City or shall appropriate and spend a minimum sum equal to .75 mills tax on the taxable value of the property in the City ~~as~~ determined by the City Tax Roll, whichever sum is less.

*i, 50 per cap*t**

Mrs. Orsenigo made a motion that this addition be made, and Mrs. Eckler seconded the motion. After some discussion, the motion carried unanimously.

LIBRARIANS AND TRUSTEES ASSOCIATION:

A discussion was held on the feasibility of having a Librarians and Trustees Association of the Palm Beach County Library System. It was decided to carry this item over to the agenda for next month.

PALM BEACH GARDENS:

The Library Director reported that the City Manager of Palm Beach Gardens had had a conference with her in connection with the possibility of that municipality constructing a public library building in their civic complex.

ADJOURNMENT:

The meeting was adjourned at 10:00 p.m.

Florence E. Biller
FLORENCE E. BILLER, Clerk to the Board

PALM BEACH COUNTY LIBRARY ADVISORY BOARD

Meeting of February 16, 1971

AGENDA

Call to Order

Roll Call

Minutes

Reports and Correspondence

Old Business:

1. Federal Aid program study - Spindletop Research
2. 1971-1972 municipal agreements - Resolution No. 84
3. SB-11

New Business:

1. 1971 Library District tax rolls - Resolution No. 85
2. State Aid funds - Resolution No. 86
3. Transfer of funds for building partition - Resolution No. 87
4. Trustees and Friends Workshops - Miami
5. Palm Beach County Library System Trustees and Librarians Meeting - September 1971
6. 1971-1972 Budget

PALM BEACH COUNTY LIBRARY ADVISORY BOARD
Minutes of Meeting on February 16, 1971

CALL TO ORDER: The regular meeting of the Palm Beach County Library Advisory Board was called to order by the Chairman, Mr. Herbert L. Gildan, at 8:00 p.m. on Tuesday, February 16, 1971, at the Library Headquarters in Building S862, Palm Beach International Airport, West Palm Beach, Florida.

PRESENT: A quorum was duly declared with the following members in attendance: Mr. Herbert L. Gildan, Chairman, Mr. Russell O. Anderson, Mrs. W. E. Eckler, Mr. Homer Hand, Mrs. Shirley Kohl, Mrs. Lawrence R. Leviton, Mrs. Alan S. Rush, Mr. Paul Speicher, and Mr. Alfred Weeks. Also in attendance was Mr. Theodore R. Broida, President of Spindletop Research of Lexington, Kentucky; and Miss Florence E. Biller, Library Director.

ABSENT: Those who did not attend the meeting were: Mrs. Arlene Marcley, Mrs. Joseph R. Orsenigo, Mr. Robert Stevens, and Mrs. Charles Taffel.

MINUTES: The Director called attention to revised minutes as distributed at the meeting since an error had been made in the typing of the minutes which were mailed to members. There being no corrections or amendments to the minutes now presented, they were approved as written.

FEDERAL GRANT PROGRAM: The reports and correspondence were dispensed with at this point in order to permit Mr. Broida to present information about a possible proposal Spindletop Research could present for implementation of the Federal program for which the County Library will receive a \$20,000 Federal grant. He discussed the possibility of submitting a proposal for a study of what is needed for service to the disadvantaged in Palm Beach County, with emphasis on seasonal farm workers. As a result of the study, Spindletop Research would assist with the preparation of an application for a Federal grant to implement the recommended plan of action during fiscal year 1971-72.

It was the consensus of the members present that Spindletop Research should submit a formal proposal to do this study prior to the next meeting of the Library Board so that the Library Board could consider the proposal for recommendation, if acceptable, to the Board of County Commissioners.

CORRESPONDENCE AND REPORTS: ARCHITECT: The Chairman of the Board announced that the firm of Stetson-Spina-Davis and associates, the Library Architects, was being dissolved and that it would be necessary to select an architect for the project. He reported that an official notice would be sent to the Library of this dissolution. A motion was made by Mrs. Rush that the Library Advisory Board recommend to the Board of County Commissioners that the County retain the services of Kenardon M. Spina for the library construction project. The motion was seconded by Mrs. Eckler, and, after some discussion, the motion carried.

FEDERAL CONSTRUCTION GRANT: The Library Director reported that it was suggested by the State Librarian that Palm Beach County amend its application for Federal construction funds to request additional funds on the basis of using the appraised value of the proposed library site as matching funds, if this is found to be permitted under the Federal regulations.

A motion was made by Mrs. Kohl, and seconded by Mrs. Leviton, that the County Library Director proceed to investigate the possibility of amending the application to apply for additional funds if possible. Following discussion, the motion carried unanimously.

IN-SERVICE TRAINING: The Library Director reported that Resolution No. 79, which delegated to the County Library Director the power to recommend consultant services

OLD BUSINESS:
MUNICIPAL
AGREEMENTS: Resolution No. 84, recommending a change in the municipal agreements to include a standard for library facilities, was presented, having been approved by the County Attorney. Mrs. Eckler made a motion that Resolution No. 84, recommending the new agreement form to the Board of County Commissioners, be adopted. Mr. Hand seconded the motion, and the motion carried unanimously.

SB-11: Mr. Gildan reported that he had written to Senator Thomas about SB-11, which would allow County libraries to accumulate funds for capital outlay purposes, but that he had not had any response to his letter to date.

NEW BUSINESS:
DISTRICT TAX
ROLLS: Resolution No. 85, advising the Board of County Commissioners which municipalities were to be in the District for the 1971 tax rolls, was presented. A motion was made by Mr. Speicher, and seconded by Mr. Weeks, that Resolution No. 85 be adopted. The motion carried unanimously.

STATE AID FUNDS: Resolution No. 86, recommending to the Board of County Commissioners that \$21,618 in State aid be incorporated into the current year's budget in Salaries and Subscriptions in the amounts shown in the Resolution, was presented. A motion was made by Mr. Hand, and seconded by Mrs. Rush, that the Resolution be adopted. The motion carried unanimously.

LIBRARY
BUILDING
PARTITION: Resolution No. 87, recommending to the Board of County Commissioners that a transfer of \$350 from the Reserve for Contingency Fund to the Office Equipment Fund for the purpose of having a partition put in the Library Director's office, was presented. A motion was made by Mr. Weeks, and seconded by Mr. Hand, that this Resolution be adopted. After discussion, the motion carried unanimously.

TRUSTEES AND
FRIENDS
WORKSHOPS: The Library Director called attention to the Trustees and Friends Workshop to be held in Miami on March 5, 1971. Since all members of the Board had received notices from the State Library about this Workshop, it was agreed that the members would attend if they wished to, each making his own arrangements.

SYSTEM TRUSTEES
MEETING: The Library Director asked for an expression of opinion as to the desirability of having a meeting of all trustees and librarians in the Palm Beach County Library System in September, 1971, with a program that could be of interest to all in attendance. It was the consensus that this would be desirable.

1971-72 BUDGET: It was agreed, after some discussion, that the 1971-72 budget would be prepared to the maximum extent possible as recommended in the Arthur D. Little Report for the development of the County Library System, and that a preliminary budget would be discussed at the next meeting.

ADJOURNMENT: The meeting was adjourned at 10:15 p.m.

Florence E. Biller
FLORENCE E. BILLER, Clerk to the Board

PALM BEACH COUNTY LIBRARY ADVISORY BOARD

Meeting of March 16, 1971

AGENDA

Call to Order

Roll Call

Minutes

Reports and Correspondence (SB 11)

Old Business:

1. Federal Aid Program Study -

Spindletop Research Proposal - Resolution No. 88

New Business:

1. Preliminary 1971-72 Budget
2. Population figures for 1971-1972 eligibility
3. Library Week and Library Day in Florida

PALM BEACH COUNTY LIBRARY ADVISORY BOARD
Minutes of Meeting on March 16, 1971

CALL TO ORDER: The regular meeting of the Palm Beach County Library Advisory Board was called to order by the Chairman, Mr. Herbert L. Gildan, at 8:00 p.m. on Tuesday, March 16, 1971, at the Library Headquarters in Building S862, Palm Beach International Airport, West Palm Beach, Florida.

PRESENT: A quorum was duly declared with the following members in attendance: Mr. Herbert L. Gildan, Chairman, Mrs. W. E. Eckler, Mr. Homer Hand, Mrs. Shirley Kohl, Mrs. Arlene Marcley, Mrs. Joseph R. Orsenigo, Mrs. Alan S. Rush, Mr. Paul Speicher, Mrs. Charles Taffel, and Mr. Alfred Weeks. Also in attendance was Miss Florence E. Biller, Library Director.

ABSENT: Those who did not attend the meeting were: Mr. Russell O. Anderson, Mrs. Lawrence R. Leviton, and Mr. Robert Stevens.

MINUTES: There being no corrections or amendments to the minutes, a motion was made by Mr. Speicher that the minutes be approved as presented. Mr. Weeks seconded the motion, and the motion carried unanimously.

REPORTS:
SB 11: The Library Director reported that SB 11, providing that the cash balance of the County Library Fund may be carried over as a capital reserve fund, introduced by Senator Thomas, was heard in a Senate Committee recently, and some of the Committee members expressed concern that the bill limited the amount that could be accumulated to the equivalent of one mill on the assessed valuation. She also reported that the bill had not been amended to require that the funds revert to operating expenses if not used within five years, and to require that the funds be earmarked for a special project.

Mrs. Eckler made a motion that the Library Advisory Board go on record as being opposed to any changes in the one-mill limitation requirement and request that the bill be amended to provide for the special purpose requirement and the use of the funds within five years. Mr. Hand seconded the motion and the motion carried unanimously. It was agreed that the Chairman would notify Senator Thomas of the Board's position.

FEDERAL CONSTRUCTION FUNDS: A letter dated February 7, 1971, from the Acting State Librarian, stating that the appraised value of the library site could not be used in lieu of matching funds in connection with Federal library construction grants, was read by the Library Director. She also advised that she had been told that additional Federal funds might be available.

Mrs. Eckler made a motion that the County Library Advisory Board recommend to the Board of County Commissioners that, should additional funds be available, the application for Federal construction funds be amended to apply for an additional \$25,000 in Federal matching funds, and that the local matching funds of \$25,000 be made available, for the completion of the building. Mrs. Rush seconded the motion. Following discussion, the motion carried unanimously.

OLD BUSINESS:
SPINDLETOP RESEARCH PROPOSAL: Resolution No. 88, recommending to the Board of County Commissioners that Spindletop Research Proposal No. 1013 be accepted in the amount of \$18,000, for the purpose of a study of the need for library service to the disadvantaged, and the preparation of a proposal outlining a plan of action to be considered for submission for a Federal fund grant for implementation in the next fiscal year, was presented. Mrs. Taffel made a motion that the resolution be adopted, and Mr. Weeks seconded the motion. Following

LIBRARY WEEK: A draft of a proposed Senate concurrent resolution designating Library Week and Florida Library Day was presented by the Library Director. It was explained that the resolution was being sponsored by representatives of the Florida Library Association with the hope that local Library Boards would assist in getting the members of their delegation to co-sponsor the resolution. After some discussion, it was decided to take no action on the matter.

STATE FUNDS: The Library Director presented the matter of securing support for the State Library Budget and the State Aid appropriation. Since the Board members were familiar with the matter through the State Library Intercom, and since the status of the matter and the action needed were not specific at this time, no action was taken by the Library Advisory Board.

ADJOURNMENT: A motion to adjourn was made by Mr. Speicher at 9:45 p.m. The motion was seconded and carried unanimously.

Florence E. Biller
FLORENCE E. BILLER, Clerk to the Board

PALM BEACH COUNTY LIBRARY ADVISORY BOARD

Meeting of April 20, 1971.

AGENDA

Call to Order

Roll Call

Minutes

Reports and Correspondence

Old Business:

1. 1971-72 Budget

New Business:

1. Budget transfer for travel - Resolution No. 89
2. Budget transfer for equipment - North County Branch -

Resolution No. 90

PALM BEACH COUNTY LIBRARY ADVISORY BOARD
Minutes of Meeting on April 20, 1971

CALL TO ORDER: The regular meeting of the Palm Beach County Library Advisory Board was called to order by the Chairman, Mr. Herbert L. Gildan, at 8:45 p.m. on Tuesday, April 20, 1971, at the Library Headquarters in Building S862, Palm Beach International Airport, West Palm Beach, Florida.

PRESENT: A quorum was duly declared with the following members in attendance: Mr. Herbert L. Gildan, Chairman, Mrs. W. E. Eckler, Mrs. Lawrence R. Leviton, Mrs. Charles Taffel, and Mr. Alfred Weeks. Also in attendance was Miss Florence E. Biller, Library Director.

ABSENT: Those who did not attend the meeting were: Mr. Russell O. Anderson, Mr. Homer Hand, Mrs. Shirley Kohl, Mrs. Arlene Marcley, Mrs. Joseph R. Orsenigo, Mrs. Alan S. Rush, Mr. Paul Speicher, and Mr. Robert Stevens.

MINUTES: There being no corrections or amendments to the minutes, they were approved as written.

REPORTS:
SB 11: The Chairman of the Library Board reported that SB 11, providing that the cash balance of the County Library Fund be carried over as a capital reserve fund, and introduced by Senator Thomas, was in the process of being amended in accordance with the request of the County Library Advisory Board.

STATE AID: The Library Director reported on the status of the State Aid funds for the next fiscal year. She recommended that the Library Advisory Board contact the members of the legislative delegation to seek their support for the appropriation for State Aid.

It was agreed that a letter would go to each member of the delegation over the Chairman's signature requesting their continued support and thanking them for their interest and support of library service in the past.

BRINY BREEZES: The Library Director pointed out that Briny Breezes would be in the County Library System Taxing Area on the 1971 tax rolls and it appeared that they were currently entitled to free library service. It was agreed that the member libraries would be notified that the residents of Briny Breezes could now use the services of the County Library System free.

OLD BUSINESS:
1971-72 BUDGET: The Library Director explained the status of the County Library budget for 1971-72. She reported that the County was going to implement a new Employee Performance Review procedure in connection with the 1971-72 budget whereby employees fully meeting the requirements of their positions would be recognized as being in line for merit increases, and that employees exhibiting exceptional performances could be recommended for a 10% increase.

She also reported that no instructions had been received in connection with the budget for 1971-72 but that she anticipated they would be received soon and that the salary budget would have to be returned to the Budget Office before the next meeting of the Board. The Library Director recommended that the County Library be governed by standard County personnel policies and practices currently being developed to the extent that they were conducive to a forward looking library program. She reported that the library hours and probationary period varied from some of the other offices because of the nature of the library program. Mrs. Eckler made a motion that the Library Director's recommendation be accepted and that it be the

ANNUAL REPORT:

It was suggested that an Annual Report from the County Library Advisory Board to the Board of County Commissioners be prepared to be used in connection with the presentation of the County Library Budget for the year 1971-72.

**NEW BUSINESS:
BUDGET TRANSFER
FOR TRAVEL:**

The County Library Director recommended the adoption of Resolution No. 89, recommending to the Board of County Commissioners that \$500 of Federal funds be put into the Travel item in the budget because of the fact that the consultants for the various Institutes are having their expenses paid out of this budget item and that the original amount had not been prepared to cover this expense.

Mrs. Leviton made a motion that Resolution No. 89 be adopted. Mr. Weeks seconded the motion, and the motion carried unanimously.

**BUDGET TRANSFER
FOR EQUIPMENT:**

The Library Director recommended the adoption of Resolution No. 90, recommending to the Board of County Commissioners that \$200 be transferred from Books and Reference Materials to Office Equipment in order to purchase a "book return" for the North County Branch. Mrs. Taffel made a motion that Resolution No. 90 covering this recommendation be adopted. Mrs. Eckler seconded the motion, and the motion carried unanimously.

ADJOURNMENT:

The meeting adjourned at 9:15 p.m.

Florence E. Biller
FLORENCE E. BILLER, Clerk to the Board

PALM BEACH COUNTY LIBRARY ADVISORY BOARD

Meeting of May 18, 1971

AGENDA

Call to Order

Roll Call

Minutes

Reports and Correspondence

Old Business:

1. 1971-72 Budget

New Business:

1. "Letter of Intent" for Federal funds

PALM BEACH COUNTY LIBRARY ADVISORY BOARD
Minutes of Meeting on May 18, 1971

CALL TO ORDER: The regular meeting of the Palm Beach County Library Advisory Board was called to order by the Chairman, Mr. Herbert L. Gildan, at 8:00 p.m. on Tuesday, May 18, 1971, at the Library Headquarters in Building S862, Palm Beach International Airport, West Palm Beach, Florida.

PRESENT: A quorum was duly declared with the following members in attendance: Mr. Herbert L. Gildan, Chairman, Mrs. W. E. Eckler, Mrs. Lawrence R. Leviton, Mrs. Joseph R. Orsenigo, Mrs. Alan S. Rush, Mrs. Charles Taffel, and Mr. Alfred Weeks. Also in attendance was Miss Florence E. Biller, Library Director.

ABSENT: Those who did not attend the meeting were: Mr. Russell O. Anderson, Mr. Homer Hand, Mrs. Shirley Kohl, Mr. Paul Speicher and Mr. Robert Stevens.

MINUTES: There being no corrections or amendments to the minutes, they were approved as written.

REPORTS:
FEDERAL
GRANT: The Library Director read a letter from Mrs. Virginia Grazier of the Florida State Library, advising that the Library Construction Grant had been approved by the State Library Advisory Council and the amount of \$135,000 allocated for this project. She also reported that the application was now being reviewed by the Federal Office in Atlanta.

RESIGNATION: The Chairman of the Library Board reported that Mrs. Marcleay had resigned as a member of the Board and that he had received a letter from Commissioner Culpepper regarding the resignation.

STATE AID: The Library Director reported that letters had been received from the following members of the Legislative Delegation indicating an interest in support of the State Aid for Libraries Appropriation: David C. Clark, Don F. Hazelton, Donald H. Reed, Jr., and Jerry Thomas.

HIGHLAND BEACH: The Library Director reported that she had received a telephone call from the Highland Beach City Manager asking for information about the County Library tax levy and the amount of the millage. The City Manager indicated that some residents of Highland Beach had requested information about Highland Beach becoming a part of the County Library System because of the non-resident fees charged patrons from outside the System.

SB 11: The County Library Director reported that she had received a phone call from Mr. Joe Brown of the Senate Committee on Governmental Efficiency in connection with SB 11. She also reported that the County Attorney had sent her a copy of Chapter 71-14, The Laws of Florida 1971 (Home Rule) which, among other things, repeals Chapter 150, the County Library law.

OLD BUSINESS:
1971-72 BUDGET: The Library Director presented the proposed 1971-72 budget and explained the problem of including in the budget the total Federal grant of \$135,000 which would be received in installments on a reimbursable basis. It was necessary to cover in the budget the total cost of the construction from some source regardless of any delays that might be experienced in the receipt of the Federal funds. The budget as prepared did not include the total \$135,000 as being received during the fiscal year. Mrs. Eckler made a motion that the budget as presented be approved except that it be amended to include the total \$135,000 as received during the fiscal year, and the amount required from taxes be adjusted accordingly. Mrs. Rush seconded the motion. After discussion, the motion carried unanimously.

PALM BEACH COUNTY LIBRARY ADVISORY BOARD

Meeting of June 15, 1971

AGENDA

Call to Order

Roll Call

Minutes

Reports and Correspondence

Old Business:

1. 1971-72 budget
2. New building
3. Spindletop Research survey

New Business:

1. Tequesta lease

PALM BEACH COUNTY LIBRARY ADVISORY BOARD
Minutes of Meeting on June 15, 1971

CALL TO ORDER: The regular meeting of the Palm Beach County Library Advisory Board was called to order by the Chairman, Mr. Herbert L. Gildan, at 8:00 p.m. on Tuesday, June 15, 1971, at the Library Headquarters in Building S862, Palm Beach International Airport, West Palm Beach, Florida.

PRESENT: A quorum was duly declared with the following members in attendance: Mr. Herbert L. Gildan, Chairman, Mrs. W. E. Eckler, Mrs. Lawrence R. Leviton, Mrs. Alan S. Rush, Mr. Paul Speicher, and Mr. Alfred Weeks. Also in attendance was Miss Florence E. Biller, Library Director.

ABSENT: Those who did not attend the meeting were: Mr. Russell O. Anderson, Mr. Homer Hand, Mr. John Howell, Mrs. Shirley Kohl, Mrs. Joseph R. Orsenigo, Mr. Robert Stevens, and Mrs. Charles Taffel.

MINUTES: There being no corrections or amendments to the minutes, upon motion of Mrs. Eckler, they were approved as written.

REPORTS:
FEDERAL GRANT: The Library Director reported that the agreement covering the Construction Grant was scheduled to be signed by the Secretary of State on Thursday, June 17, 1971.

BUDGET HEARING: The Library Director reported that the Library budget hearing was scheduled for 10:30 a.m. on Wednesday, June 16, 1971.

' BOARD MEMBER: The appointment of Mr. John Howell, of Boynton Beach, to the Library Board was reported by Mrs. Eckler.

OLD BUSINESS:
1971-72 BUDGET: The Library budget, as finally presented to the budget office, was discussed. The handling of the funds for the construction project, in connection with the necessity for completing payment to the contractor possibly prior to the receipt of the final payment of Federal funds, was explained and discussed.

NEW BUILDING: The Library Director explained the problem of interior design of the new building. She indicated that in some cases the specifications for equipment and other materials are done by the architect at an additional fee; in some cases an interior designer is retained at a fee; and in some cases the Library Consultant does the specifications, also at a fee. It is required that all specifications be reviewed by the Library Consultant because of the Federal funds. Which approach to take in connection with the County Library Building was discussed, and it was decided that further information should be obtained by the next meeting in order for a decision to be made for recommendation to the Board of County Commissioners.

SPINDLETOP SURVEY: The Library Director reported that the survey of the County in connection with service to the disadvantaged was underway and that a team of interviewers was at work in the County at this time.

NEW BUSINESS:
QUESTA LEASE: The Director reported that the owner of the building which the Library occupies in Tequesta had expressed willingness to lease the building for another year at the current rent. The Library Director recommended that we seek a new lease on the basis of one year for a rent of \$325.00 with option to renew a second year at as close to the same rent as possible. She reported that the owner had expressed the belief that he would not be willing to renew the next lease at a rent of \$325.00, and that he would have to increase the rent after one more year.

COMMUNICATIONS: Communications with member libraries was discussed. Mr. Speicher made a motion that this subject be placed on the agenda for the next meeting. Mrs. Eckler seconded the motion, and the motion carried unanimously.

ADJOURNMENT: Mr. Speicher made a motion that the meeting adjourn at 9:15 p.m. The motion carried unanimously.

Florence E. Biller
FLORENCE E. BILLER, Clerk to the Board

PALM BEACH COUNTY LIBRARY ADVISORY BOARD

Meeting of July 20, 1971

AGENDA

Call to Order

Roll Call

Minutes

Reports and Correspondence

Old Business:

1. 1971-72 budget
2. New Building
3. Building Consultant
4. North County Branch Lease
5. Communications

New Business:

Adjournment

PALM BEACH COUNTY LIBRARY ADVISORY BOARD
Minutes of Meeting on July 20, 1971

CALL TO ORDER: The regular meeting of the Palm Beach County Library Advisory Board was called to order by Mrs. W. E. Eckler, in the absence of the officers, at 8:00 p.m., on Tuesday, July 20, 1971, at the Library Headquarters in Building S862, Palm Beach International Airport, West Palm Beach, Florida. Mr. Paul Speicher moved that Mrs. Eckler be elected Chairman Pro Tem for the meeting. Mrs. Kohl seconded the motion, and the motion carried unanimously.

PRESENT: A quorum was duly declared with the following members in attendance: Mrs. W. E. Eckler, Chairman Pro Tem, Mrs. Shirley Kohl, Mrs. Alan S. Rush, Mr. Paul Speicher, Mrs. Charles Taffel, and Mr. Alfred Weeks. Also in attendance was Miss Florence E. Biller, Library Director.

ABSENT: Those who did not attend the meeting were: Mr. Russell O. Anderson, Mr. Herbert L. Gildan, Mr. Homer Hand, Mr. John Howell, Mrs. Lawrence R. Leviton, Mrs. Joseph R. Orsenigo, and Mr. Robert Stevens.

MINUTES: There being no corrections or amendments to the minutes, they were accepted as received.

OLD BUSINESS:
1971-72 BUDGET: The Library Director explained that on the basis of the present assessed valuation, the tax levy for the budget as it had been submitted to the Board of County Commissioners would be .315, a reduction of 13.9% below last year's tax levy.

NEW BUILDING: The Library Director presented a drawing of the floor plan for the new building as revised by the architect because of the small size allotted in the original drawings for the Director's office and the business office. She explained that the architect had moved one office in the original plan to space formerly allotted as a part of the staff room, and had enlarged the Director's office to 15 feet by 15 feet and the business office to 23.6 feet by 15 feet accordingly. Mr. Speicher made a motion that the new drawing with these changes be accepted and recommended to the County for inclusion in the final plans. Mr. Weeks seconded the motion, and the motion carried unanimously.

LIBRARY BUILDING CONSULTANT: The County Library Director reported that she had discussed the responsibility for the interior design of the building and the selection of furnishings and equipment including the writing of the specifications for the equipment, with the architect. The architect is responsible for color selection and finishes used in the building, including the floor coverings. He advised her that if he was retained to be responsible for the equipment, including the writing of specifications, his charge would be 10% of the cost of the equipment and that he would use the services of a library building consultant because he is not an expert on library equipment.

The Library Director reported that Mr. Beach, the Library Building Consultant, was knowledgeable about library equipment and that he could be retained on a percentage basis of 1% of the cost of construction and the cost of equipment rather than on a daily fee and expense basis as he is now retained. If an agreement was entered into between Mr. Beach and the County Commissioners to retain Mr. Beach on a percentage basis, the expenses already paid to Mr. Beach, including his fees and his travel expenses, would be applied to the 1% of the cost of the construction and the equipment. He would also be available for recommendations regarding the bids received and for examination and approval of the equipment upon receipt. On the basis of the present project estimates of \$225,000 for construction and \$15,000 for equipment, Mr. Beach's services would cost an estimated \$2,400 at the rate of 1%. The Library Director recommended that, since it was a requirement that the Library Building Consultant be retained throughout the project, it would be easier to project the cost for the consultant on a percentage basis than on a daily fee plus expenses basis, and that Mr. Beach be retained on a percentage basis.

Mrs. Taffel made a motion that the County Library Advisory Board recommend to the Board of County Commissioners that Mr. Beach be retained for the construction project for 1% of the construction cost of the project plus the cost of the equipment, with the funds paid to him to date being included in the 1%, and that he be retained for complete service, including the writing of the specifications of the equipment and furnishings. Mrs. Rush seconded the motion, and the motion carried unanimously.

COLOR
OCINATION:

Mr. Speicher made a motion that the Library Director convey to the architect and to the building consultant the Board's concern that they coordinate the interior design with reference to the library equipment and furnishings and the colors used throughout the building, including equipment and furnishings. Mrs. Taffel seconded the motion, and the motion carried unanimously.

NORTH COUNTY
BRANCH LEASE:

The Library Director reported that Mr. Charles H. Rice, the owner of the North County Branch Library quarters in Tequesta, had stated that he would lease the library quarters to the County for \$325.00 per month for one more year (December 1, 1971 through November 30, 1972) with an option for the County to lease the quarters for an additional year (December 1, 1972 through November 30, 1973) at a monthly rental of \$450.00 a month. Mr. Weeks made a motion that the Library Advisory Board approve this arrangement and recommend it to the Board of County Commissioners. Mrs. Rush seconded the motion, and the motion carried unanimously.

COMMUNICATIONS:

The matter of having a meeting for library trustees from the member libraries was discussed. It was agreed that such a meeting would be held when the new building was ready to be opened, and that librarians and trustees from the member libraries would at that time be invited to a preview meeting in the new building. It was also agreed that the library would prepare from time to time a newsletter for general distribution that would be mailed to the trustees of the member libraries.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 9:15 p.m.

Florence E. Biller
FLORENCE E. BILLER, Clerk to the Board

PALM BEACH COUNTY LIBRARY ADVISORY BOARD

Meeting of August 17, 1971

AGENDA

Call to Order

Roll Call

Minutes

Reports and Correspondence

Old Business:

1. 1971-1972 budget
2. New building
3. Federal grant "Letter of Intent"

New Business

Adjournment

PALM BEACH COUNTY LIBRARY ADVISORY BOARD
Minutes of Meeting on August 17, 1971

CALL TO ORDER: The regular meeting of the Palm Beach County Library Advisory Board was called to order by Mr. Herbert L. Gildan, Chairman, at 8:00 p.m. on Tuesday, August 17, 1971, at the Library Headquarters in Building S862, Palm Beach International Airport, West Palm Beach, Florida.

PRESENT: A quorum was duly declared with the following members in attendance: Mr. Herbert L. Gildan, Chairman, Mrs. W. E. Eckler, Mrs. Lawrence R. Leviton, Mrs. Joseph R. Orsenigo, Mrs. Alan S. Rush, Mr. Paul Speicher, and Mr. Alfred Weeks. Also in attendance was Miss Florence E. Biller, Library Director.

ABSENT: Those who did not attend the meeting were: Mr. Russell O. Anderson, Mr. Homer Hand, Mrs. Shirley Kohl, Mr. Robert Stevens, and Mrs. Charles Taffel.

MINUTES: There being no corrections or amendments to the minutes, Mr. Speicher moved that they be approved as written. Mrs. Orsenigo seconded the motion, and the motion carried unanimously.

OLD BUSINESS: 1971-1972 BUDGET: The Library Director reported that additional tax receipts for the current year would raise the estimated carry-over for the next fiscal year, and therefore the tax levy for the next year was estimated to be .31 mills at this time.

BUILDING: The Director distributed a projected schedule for the preparation of the final drawings and specifications, and the award of the construction contract, for the new building.

FEDERAL GRANT: The "Letter of Intent" dated August 6, 1971, indicating intention to apply for a \$40,000 grant to be used primarily for the acquisition of materials oriented to the economically disadvantaged population was read and discussed. Mrs. Eckler moved that the "Letter of Intent" be approved. Mrs. Rush seconded the motion, and the motion carried unanimously.

NEW BUSINESS: The present composition of the County Library Advisory Board was discussed, and it was agreed that the by-laws would be explored and further discussion of the matter would take place at the next meeting.

ADJOURNMENT: Mr. Speicher moved that the meeting adjourn. Mrs. Orsenigo seconded the motion, and the motion carried unanimously. The meeting adjourned at 9:30 p.m.


FLORENCE E. BILLER, Clerk to the Board

PALM BEACH COUNTY LIBRARY ADVISORY BOARD

Meeting of September 21, 1971

AGENDA

Call to Order

Roll Call

Minutes

Reports and Correspondence

Old Business:

1. Spindletop Research Report
2. Size of Library Advisory Board

New Business:

1. State Aid Application - Resolution No. 91
2. Mobile Library generator - Resolution No. 92
3. Name of Library System

Adjournment

PALM BEACH COUNTY LIBRARY ADVISORY BOARD
Minutes of Meeting on September 21, 1971

CALL TO ORDER: The regular meeting of the Palm Beach County Library Advisory Board was called to order by Mr. Herbert L. Gildan, Chairman, at 8:00 p.m. on Tuesday, September 21, 1971, at the Library Headquarters in Building S862, Palm Beach International Airport, West Palm Beach, Florida.

PRESENT: A quorum was duly declared with the following members in attendance: Mr. Herbert L. Gildan, Chairman, Mrs. W. E. Eckler, Mrs. Joseph R. Orsenigo, Mrs. Alan S. Rush, Mrs. Charles Taffel, and Mr. Alfred Weeks. Also in attendance was Miss Florence E. Biller, Library Director, and Mr. Theodore Broida, Mr. Gerald Bandy, and Mr. Louis Bykoski of Spindletop Research.

ABSENT: Those who did not attend the meeting were: Mr. Russell O. Anderson, Mr. Homer Hand, Mrs. Shirley Kohl, Mrs. Lawrence R. Leviton, Mr. Paul Speicher, and Mr. Robert Stevens.

MINUTES: There being no corrections or amendments to the minutes, Mrs. Eckler moved that they be accepted as received. Mrs. Orsenigo seconded the motion, and the motion carried unanimously.

OLD BUSINESS:
SPINDLETOP
RESEARCH
REPORT: Mr. Theodore Broida and Mr. Gerald Bandy presented the report prepared by Spindletop Research on Library Service to the Disadvantaged in Palm Beach County. They showed slides to illustrate the findings of their report. Following their presentation, an opportunity was given for questions and discussion. The representatives from Spindletop Research then left the meeting.

Mrs. Eckler made a motion that copies of the Spindletop Report be sent to the members of the Board of County Commissioners, the County Administrator, and the State Library, with covering letters saying that the report was under study. Mr. Weeks seconded the motion, and the motion carried unanimously.

LIBRARY
ADVISORY
BOARD: Mrs. Eckler made a motion that the Chairman of the Library Advisory Board write to the Commissioners advising them of the expiration of the terms of Library Advisory Board members. Mr. Weeks seconded the motion, and the motion carried unanimously.

NEW BUSINESS:
STATE AID: The Library Director reported that in the interest of meeting a deadline for the State Aid Application, the Application had been presented to the Board of County Commissioners on September 21, 1971, and had been approved and executed by the Chairman of the Board of County Commissioners. Mrs. Taffel made a motion that Resolution No. 91, endorsing the Application and approving the supporting documents be passed. Mrs. Orsenigo seconded the motion and the motion carried unanimously.

MOBILE LIBRARY
GENERATOR: The Library Director presented Resolution No. 92, recommending the purchase of a diesel-powered generator for the Mobile Library, and explained the need for the generator. Mr. Weeks moved the adoption of Resolution No. 92. Mrs. Rush seconded the motion, and the motion carried by a majority vote.

NAME OF
LIBRARY SYSTEM: The Library Director reported that despite the length of time the County Library had been in operation, there was still confusion between the County Library System and the County School System library service. She recommended that the name of the County Library System be changed to Palm Beach County Public Library System because of confusion with the Palm Beach County school library service. Mrs. Taffel made a motion that this be done, and Mrs. Rush

It was the unanimous consensus that the relocation of the building on the site be endorsed and that no further action was necessary at this time as there was no immediate problem with regard to adequate space for the building or adequate parking.

ADJOURNMENT; The meeting adjourned at 10:15 p.m.


FLORENCE E. BILLER, Clerk to the Board

PALM BEACH COUNTY LIBRARY ADVISORY BOARD

Meeting of October 19, 1971

AGENDA

Call to Order

Roll Call

Minutes

Reports and Correspondence

Old Business:

1. New Building

New Business:

1. Election of officers
2. Trustees Meeting

Adjournment

PALM BEACH COUNTY LIBRARY ADVISORY BOARD
Minutes of Meeting on October 19, 1971

CALL TO ORDER: The regular meeting of the Palm Beach County Library Advisory Board was called to order by Mrs. Lawrence R. Leviton, Vice-Chairman, in the absence of Mr. Herbert L. Gildan, Chairman, at 8:00 p.m. on Tuesday, October 19, 1971, at the Library Headquarters in Building S862, Palm Beach International Airport, West Palm Beach, Florida.

PRESENT: A quorum was duly declared with the following members in attendance: Mrs. Lawrence R. Leviton, Vice-Chairman, Mr. Don Combs, Mrs. W. E. Eckler, Mr. Paul Speicher, Mrs. Charles Taffel, and Mr. Alfred Weeks. Also in attendance was Florence E. Biller, Library Director, and Mr. Kenardon M. Spina, architect for the new County Library Headquarters building.

ABSENT: Those who did not attend the meeting were: Mr. Russell O. Anderson, Mr. Herbert L. Gildan, Mr. Homer Hand, Mrs. Shirley Kohl, Mrs. Joseph R. Orsenigo, Mrs. Alan S. Rush, and Mr. Robert Stevens.

MINUTES: There being no corrections or amendments to the minutes, Mrs. Eckler moved that they be accepted as received. Mr. Weeks seconded the motion, and the motion carried unanimously.

REPORTS AND CORRESPONDENCE: The Library Director reported that Mrs. Rush and Mr. Speicher had been reappointed to the Advisory Board for a 3-year term, and that Mr. Combs had been appointed to serve the unexpired term from the Fourth District.

The Library Director reported on a communication she had received from the Florida State Librarian regarding the Florida State Advisory Council on Libraries which had been appointed to be composed of categories of representation stipulated by the Federal government, and including 13 members, 7 of whom are from the north part of the State, with only 1 member appointed from the heavily populated southeast coast. This council is to replace the previous council which was advisory for the purposes of the State-wide Library Program. The Director explained that it had not been required that there be only one council; that there could have been two councils, the former council for the State Program and an additional council to advise on Federal programs.

After some discussion, Mrs. Eckler made a motion that the Chairman of the Library Advisory Board write to the Secretary of State, who appointed the council, requesting an explanation of why there was only one advisory council instead of one council for the Federal Program and one as a general council for library development in Florida, exclusive of Federal funds, and also why the council is appointed to be composed primarily from the north end of the state. Mrs. Taffel seconded the motion, and the motion carried unanimously.

A copy of the letter to the Secretary of State was also to be sent to the librarians of the Miami Public Library and the Fort Lauderdale Public Library in case they wished to express their reaction to this situation.

The Library Director reported that a request had been made to have partisan material on the Mobile Library in connection with the November 2, 1971, election issues. It was the consensus that such a practice was not advisable, and that a policy with regard to the distribution of partisan material should be developed.

OLD BUSINESS: Mr. Spina showed plans in progress for the new building, including samples of colors for the various areas of the building. The use of color and the type of furnishings and floor coverings to be used were discussed.

STEES
MEETING: The Library Director reported that the Annual Trustees Institutes were to be held the first week in December, with the one for the southeastern part of the State being held in Miami Beach. She advised that the topic of discussion would be the relationship between school libraries and public libraries. After some discussion, it was agreed that the County Library staff would alert all the librarians to this program and encourage attendance by both librarians and trustees.

ADJOURNMENT: The meeting adjourned at 9:30 p.m.

Florence E. Biller
FLORENCE E. BILLER, Clerk to the Board

PALM BEACH COUNTY LIBRARY ADVISORY BOARD

Meeting of November 16, 1971

AGENDA

Call to Order

Roll Call

Minutes

Reports and Correspondence

Old Business:

1. Election of Secretary and Vice-Chairman
2. New Building - Resolution No. 93
3. Federal programs
4. Distribution of non-partisan material - Resolution No. 94

New Business:

1. North County Branch personnel - Resolution No. 95

Adjournment

PALM BEACH COUNTY LIBRARY ADVISORY BOARD
Minutes of Meeting on November 16, 1971

CALL TO ORDER: The regular meeting of the Palm Beach County Library Advisory Board was called to order by the Chairman, Mr. Herbert L. Gildan, at 8:00 p.m., on Tuesday, November 16, 1971, at the Library Headquarters in Building S862 at Palm Beach International Airport, West Palm Beach, Florida.

PRESENT: A quorum was duly declared with the following members in attendance: Mr. Herbert L. Gildan, Chairman, Mrs. Marian Bleech, Mr. T. W. Casselman, Mrs. W. E. Eckler, Mrs. Shirley Kohl, Mrs. Joseph R. Orsenigo, Mrs. Jean Pipes, Mrs. Alan S. Rush, Mrs. Charles Taffel, and Mr. Alfred Weeks. Also in attendance was Florence E. Biller, Library Director.

ABSENT: Those who did not attend the meeting were: Mr. Russell O. Anderson, Mr. Don Combs, Mr. Paul Speicher, and Mr. Robert Stevens.

MINUTES: There being no corrections or amendments to the minutes, Mrs. Rush moved that they be accepted as received. Mr. Weeks seconded the motion, and the motion carried unanimously.

REPORTS AND CORRESPONDENCE: The Library Director read the letter the Chairman of the Library Advisory Board had written to the Secretary of State regarding the Florida State Advisory Council on Libraries and reported that no reply had been received.

The Library Director reported that she had been advised that the State Aid for the current fiscal year for this County would be about the same as last year.

OLD BUSINESS:
ELECTION OF OFFICERS: Attendance at the Annual Trustees Meeting to be held in Miami Beach was discussed. The Director reported that professional staff members would be attending, and Mrs. Taffel stated that she would try to go.

The Chairman called for nominations for Vice-Chairman. Mr. Weeks nominated Mr. Speicher. Mrs. Eckler moved that the nominations be closed. Mrs. Pipes seconded the motion. Upon a call for the vote, Mr. Speicher was unanimously nominated and elected.

The Chairman called for nominations for Secretary. Mrs. Taffel nominated Mrs. Orsenigo. Mrs. Kohl moved the nominations for secretary be closed, and Mrs. Pipes seconded the motion. Upon a call for the vote, Mrs. Orsenigo was nominated and elected unanimously.

PLANS AND SPECIFICATIONS: The Library Director presented the plans and specifications for the new Library Headquarters Building. After some discussion, Mrs. Rush moved the approval of Resolution No. 93, approving the final plans and specifications and recommending their acceptance to the Board of County Commissioners. Mrs. Eckler seconded the motion, and the motion carried unanimously.

FEDERAL FUNDS: The Director reported on a meeting she had attended at the State Library in connection with Federal grants for service programs. The State Library at that meeting indicated that it might become necessary for the "Letter of Intent" previously submitted and already re-written once to be re-written a second time. The Director recommended that the "Letter of Intent" now filed with the State Library stand except for possible minor changes. Mrs. Eckler moved that the Director's recommendation be accepted. Mrs. Orsenigo seconded the motion, and the motion carried.

EW BUSINESS: The Library Director recommended the adoption of Resolution No. 94
ERSONNEL which provides for the position of the employee in charge of the North
E' 'SSIFICATION: County Branch to be reclassified from a Library Assistant I to a
Library Assistant II.

Mrs. Taffel moved the adoption of Resolution No. 94. Mr. Weeks seconded
the motion, and the motion carried unanimously.

EETING DATE: Mrs. Eckler moved that the December meeting be held on December 14, 1971,
instead of on the regular meeting date of December 21, 1971, because of
the Christmas holidays. Mrs. Kohl seconded the motion. After some
discussion, Mrs. Taffel moved that the motion be amended to eliminate
the regular December meeting. Mrs. Orsenigo seconded the amended motion,
and it carried unanimously.

Mr. Weeks made a motion that the regular meeting date be changed from
the third Tuesday of the month to the third Monday of the month, starting
with the January meeting. Mrs. Kohl seconded the motion, and the motion
carried unanimously.

DJOURNMENT: Mrs. Bleech moved that the meeting adjourn. Mrs. Pipes seconded the
motion, and the motion carried unanimously. The meeting adjourned at
9:30 p.m.

Florence E. Biller
FLORENCE E. BILLER, Clerk to the Board

PALM BEACH COUNTY LIBRARY ADVISORY BOARD

Special Meeting of December 13, 1971

AGENDA

Call to Order

Roll Call

Review and recommendation of bids for the County Library
Headquarters Building

Adjournment

PALM BEACH COUNTY LIBRARY ADVISORY BOARD
Minutes of Meeting on December 13, 1971

CALL TO ORDER: A special meeting of the Palm Beach County Library Advisory Board was called to order by Mr. Herbert L. Gildan, Chairman, at 8:00 p.m. on Monday, December 13, 1971, at the Library Headquarters in Building S862, Palm Beach International Airport, West Palm Beach, Florida, for the purpose of considering the bids received for the Library Headquarters Building and approving a recommendation to the Board of County Commissioners regarding the contract award.

PRESENT: A quorum was duly declared with the following members in attendance: Mr. Herbert L. Gildan, Chairman, Mrs. W. E. Eckler, Mrs. Joseph R. Orsenigo, Mrs. Jean Pipes, Mr. Paul Speicher, Mr. Alfred Weeks, and Mr. T. W. Casselman. Also in attendance was Florence E. Biller, Library Director, and Mr. Kenardon M. Spina, architect for the County Library Headquarters Building.

SENT: Those who did not attend the meeting were: Mr. Russell O. Anderson, Mrs. Marian Bleech, Mr. Don Combs, Mrs. Shirley Kohl, Mrs. Alan S. Rush, Mr. Robert Stevens, and Mrs. Charles Taffel.

A summary of bid sheet and an information sheet about the status of the Library budget for the construction project were distributed to each member.

Mr. Gildan stated that the apparent low bidder was Serraes Construction Company which was a client of his law firm and had recently built an office complex for him, and that, for this reason, he would abstain from voting and from discussion.

Mr. Spina explained the summary of bid sheet and presented detailed information on the alternates. He expressed the belief that the approximate \$12,000 remaining after a contract award for the base bid and all the alternates to the apparent low bidder would be adequate for contingencies.

Mr. Speicher moved the adoption of Resolution No. 95, recommending the acceptance by the Board of County Commissioners of the apparent low bid of Serraes Construction Company for the base bid and all of the alternates. Mr. Weeks seconded the motion, and the motion carried unanimously, with Mr. Gildan abstaining.

JOURNMENT: Upon a motion by Mr. Weeks, the meeting adjourned at 8:45 p.m.

Florence E. Biller
FLORENCE E. BILLER, Clerk to the Board